



2004/2005 Alaska Vaccine Distribution Program Requirements

FEDERAL REQUIREMENTS

Under the provisions of Alaska's federal grant funding, providers who receive vaccine from the State Immunization Program are required to:

- Submit an annual **Provider Certification Form**.
- Provide vaccine recipients, their parent or legal representative with **Vaccine Information Statements (VIS)** explaining the risk and benefits of immunization.
- **Impose no charge for the cost of vaccines provided by the State.** If an administration fee is charged, prominently display information that indicates "No one may be denied vaccine provided through the Alaska Immunization Program for failure to pay the administration fee or failure to make a donation to the provider." (sample included in Packet)
- Follow Advisory Committee on Immunization Practices (ACIP), federal and state **recommendations** for the use of all vaccines purchased with federal funds.
- Ensure that **proper vaccine storage and handling procedures** are met. Allow inspection by the Alaska Immunization Program to monitor vaccine storage and handling practices.

STATE REQUIREMENTS

- Use state-supplied DT, DTaP, DtaP/IPV/hepatitis B combination, hepatitis A, hepatitis B, Hib, IPV, MMR, pneumococcal conjugate (PCV7), and varicella vaccines **ONLY for persons age 18 or younger**, except that these vaccines may be used for persons over age 18 if needed to meet Alaska school (grades K-12) immunization requirements.
- Develop (and display on main vaccine refrigerator) a vaccine emergency management plan to be used in the event of a power failure.
- Provide the patient, parent or guardian with a **personal record** of each immunization on an Alaska Immunization Record or other appropriate form.

Submit monthly reports, including:

- **Vaccine Order Form** - Based on previous usage, estimate the amount of vaccine required for a one-month period, and place one vaccine order per month. (Note: Monthly vaccine ordering requirements may be modified based on vaccine shortages.)
- **Vaccine Usage Report** - Submit monthly tabulations of vaccine doses administered, by antigen and age group.
- **Vaccine Return Form** - Return this form and ALL expired or spoiled vaccines to the Alaska Immunization Program on a monthly basis. (Alaska can obtain tax credits or rebates on many unused vaccines.)
- **Refrigerator/Freezer Temperature Logs** - Submit COPIES of temperature logs for all refrigerators/freezers used for main vaccine storage. Maintain the temperature logs and/or charts for a minimum of three years.

For varicella only, ensure that:

- the facility has a **freezer** (with a separate sealed freezer door) that reliably maintains an average temperature of **+5° F (-15° C) or colder**;
- facility staff receive **training** in the special handling requirements of varicella and the vaccine is stored and handled according to the product insert.